

#### D.C. DEPARTMENT OF GENERAL SERVICES

#### **INVITATION FOR BIDS**

# **Landscaping Services**

"Set-Aside for Participation by D.C. Certified Business Enterprises Only"

# **February 7, 2013**

Bid Due Date: February 15, 2013 by 2:00 p.m. EST

Bid Delivery Location: Department of General Services

Att'n: JW Lanum

Frank D. Reeves Center 2000 14<sup>th</sup> Street, NW

Contracts & Procurement Division, 8th Floor

Washington, DC 20009

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**Solicitation Number:** DCAM-13-NC- 0091

#### **SECTION A: INTRODUCTION**

The Department of General Services ("Department" or "District") is seeking a Contractor to provide grounds maintenance and landscaping services for certain District of Columbia public facilities. The selected Contractor shall provide all management, tools, supplies, equipment, vehicles and labor necessary to perform the required services for the awarded group. The contract will also provide, in addition to the base year, one additional option year.

This procurement is being set aside in the sheltered market. Only companies that are certified by the District of Columbia Department of Small and Local Business Development may participate in this procurement.

#### **A.1.** Form of Contract

The Form of Contract will be issued by addendum. Bidders should carefully review the Form of Contract when submitting their bid. To the extent there are any inconsistencies between this IFB and the Form of Contract, the Form of Contract shall prevail. Bidders are further advised that they are required to submit their bid premised upon entering into a contract that is substantially similar to the Form of Contract and that any proposed changes to the Form of Contract must be clearly identified and described in their bid. A bid that fails to specifically identify and describe the requested changes shall be deemed non-responsive.

#### SECTION B: STATEMENT OF WORK

In general, the selected Contractor shall provide all management, tools, supplies, equipment, vehicles and labor necessary to perform the required routine, scheduled grounds maintenances services throughout the Contract term. The Contractor, at the Department election, may also be required to provide these services for up to one additional option year. The months of service include, but are not limited to, March through November.

- **B.1** Requirements The intent of the services to be provided is to present a clean, neat and professional appearance and to promote the growth of healthy grass, trees, shrubs, and plants at various District locations as indicated below.
- **B.1.1** Routine, Scheduled Grounds Maintenance Routine, scheduled maintenance shall include mowing; trimming/edging; pruning (plants/shrubs); debris removal; and raking, bagging and removal of leaves, at regular intervals throughout the contract term, as specified herein.
- **B.1.1.1** <u>Mowing Services</u> The Contractor shall provide all personnel, equipment, tools, supervision, and other items and services necessary to ensure that all mowing is performed in a manner that will maintain healthy grass at the contract's required height and present a clean, neat, and professional appearance.

- **B.1.1.1.1** The Contractor shall perform mowing as necessary to maintain the proper height of three (3) inches. Some areas will be labeled as natural or restoration areas and can have skip mow patterns to allow for wildlife habitat but these must be identified by the Department prior to the mowing season. The Contractor shall submit a routine grounds maintenance schedule to the Department no later than thirty (30) days prior to each grass growing season (March November). Unless otherwise rescheduled due to inclement weather, all scheduled mowing shall commence and be completed in one day, or as specified. The Contractor shall cut the grass to the street curb not just sidewalks; to include the tree spaces surrounding the property. The Contractor shall mow around all physical features (i.e. poles, walls, fire hydrants, signs, etc.).
- **B.1.1.1.2** The Contractor shall mow the turf in such a way that clippings are not piled up or rows of clippings are formed. The Contractor shall change the mowing pattern or direction at each cut to reduce the grooves in the turf caused by equipment.
- **B.1.1.1.3** The Contractor shall not remove more than 1/3 of grass's height during any one mowing. The Contractor shall cut at a higher height and then reduce the height to the 3" on the second cut within the same visit to handle sites where the turf has grown greater than four inches unless otherwise directed by the Department.
- **B.1.1.1.4** The Contractor shall prevent scalping, uneven mowing, rutting by equipment and damage to trees, shrubs, and plants during Contractor operations. The Contractor shall use precautions such as removal or repair of equipment causing unnecessary damage or procedures causing unsatisfactory mowing. The Contractor shall protect all trees from damage by mowers, weed eaters, and other equipment, and protect buildings and property. The Contractor shall replace any damaged trees and landscape areas, to the satisfaction of the Department, as a result of the Contractor's action or inaction.
- **B.1.1.1.5** The Contractor shall repair turf damaged during mowing operations to its condition immediately before the damage within 72 hours of being notified of the damage by the Department.
- **B.1.1.1.6** If the Contractor's equipment shreds litter such as trash or debris, the Contractor shall remove the litter the same day work in that area is completed.
- **B.1.1.17** The Contractor shall remove grass clippings from all surfaces immediately after mowing.
- **B.1.1.1.8** The Contractor shall perform mowing and trimming so as not to project grass clippings on paved surfaces, retaining walls, curbs, fence lines, parked vehicles and all areas abutting the grass. The Contractor shall direct grass clippings towards the property and away from the sidewalk or road abutting the property. In the event that clippings end up on sidewalks, streets, or areas outside of the District's property being worked on, the Contractor shall immediately clear such areas of clippings.

**B.1.1.2** <u>Trimming/Edging</u> The Contractor shall perform trimming/edging during each mowing operation with the use of weed eater for the edging of all accessible sidewalks, curbs, mulched areas, tree wells and flower beds. The Contractor shall use a string trimmer to define the edge to create a clean cut vertically. The Contractor shall perform trimming around all physical features (i.e. poles, walls, fire hydrants, signs, etc.) during each mowing operation to match the height and appearance of surrounding vegetation. The Contractor shall be held responsible for repairing any damage to trees, shrubs and plants from trimming. The Contractor shall ensure that the string of the trimmer does not come in contact with the trunk of any tree. The Contractor shall clear and clean paved surfaces, including but not limited to sidewalks, parking lots and streets, and drainage structures of grass clippings and other debris following each mowing by blowing the surface areas.

#### **B.1.1.3** Removal of Debris

- **B.1.1.3.1** The Contractor shall remove all trash and debris prior to mowing. The Contractor shall remove all other materials such as grass clippings, weeds, tree trimmings (branches up to 4" in diameter), and leaves from all turf service areas at the end of each mowing operation. In addition, the Contractor shall remove any grass clippings or other debris from all paved areas within the property boundary. The Contractor shall not blow any grass clipping down the city's catch basins, nor in the city roadways. The Contractor shall conduct a pre-mowing site walk through to remove all debris that will interfere with the mowing operations such as trash, limbs, or other items in the turf areas.
- **B.1.1.3.2** The Contractor shall remove trash, debris, and all other materials in a legal and environmentally responsible manner. The Contractor shall not use trash receptacles and dumpsters located on-site for the disposition of trash organic matter and debris. The Contractor shall dispose of all debris at an off-site location in accordance with existing local, state and federal regulations. The District may direct the Contractor to dump the grass clippings at a site for composting at anytime during the term of this contract.
- **B.1.1.3.3** The Contractor is not responsible for emptying District trash receptacles and dumpsters.
- **B.1.1.4** Removal of Leaves The Contractor shall bag and remove leaves from grounds, as needed, normally during the months of September through November. However, the typical months for leaf removal may vary. The Contractor shall submit to the Department a schedule to provide leaf removal service that will ensure that service is routinely provided until all leaves have fallen from trees surrounding each location being serviced. The District may direct the Contractor to dump the leaves at a site for composting at anytime during the term of this contract.
- **B.1.1.5** <u>Pruning (Shrubs/Other Plants)</u> The Contractor shall execute pruning services twice a year, in the first week of the growing season and in the first week of August. The Contractor shall prune shrubs and other plants (but not trees) on grounds to maintain their natural growth

characteristics and health to maintain a minimum clearance of three (3) inches from buildings, sidewalks and other obstructions.

- **B.1.2** Additional Landscaping Services In addition, the selected Contractor shall be asked, upon notification, to provide additional services that may include mulching; weed control; fertilization; core aeration; seeding; flower bed planting and maintenance (including watering); sod repair; and pruning (trees).
- **B.1.2.1** <u>Mulching</u> The District may order mulching service on an as needed basis. When ordered, the Contractor shall provide and apply commercial grade mulch to areas designated by the Department. The Department will notify the Contractor of the type of mulch to be used, i.e. shredded hardwood bark or equivalent. All areas to be mulched shall be raked, debris removed, edge re-established, and any excessive mulch/soil build-up removed prior to mulch application. All ornamentals, including borders and opening with round cover beds shall be mulched, but only after fertilizer has been applied. Mulching application shall be done from fall to spring when the leaves are no longer on most plant materials. The District may substitute mulch with chips from the tree operations.

# **B.1.2.2** Weed Control

- **B.1.2.2.1** The District may order weed control service on an as needed basis. The Contractor shall control weeds in grounds through implementation of a weed control program appropriate for the area being serviced. The program may include the use of controlled watering and tilling, foam and dry/wet steam, hand weeding, timed mowing and low toxicity chemicals. The Contractor shall use an identifying washable dye to indicate that chemicals were used.
- **B.1.2.2.2** The Contractor shall maintain parking lots by keeping down plant and grass growth with weed killers.
- **B.1.2.2.3** The Contractor shall keep walls, patios, and fences clean of overgrowth of ivy and other plants and weeds.
- **B.1.2.2.4** If chemicals are used, the Contractor shall apply them strictly according to manufacturer's recommendations and in accordance with District of Columbia Law. Prior to the use of any chemicals, the Contractor shall submit Material Safety Data Sheets to the Department for approval. The Contractor's staff who applies the chemical must be a certified pesticide applicator. The Contractor is responsible for the storage and handling of all pesticides related to this contract.
- **B.1.2.2.5** In the event of wind, spraying of liquid herbicides should be either rescheduled or undertaken with extreme caution to avoid wind drift which may endanger nearby plants and/or people and animals. For maximum effectiveness and minimum interference with other activities in the area, all spraying shall be done in early morning or late afternoon and modified according to predicted weather conditions.

- **B.1.2.2.6** The Contractor shall reapply the chemicals at the Contractor's expense in areas when rainfall occurs within 6 hours of application thereby reducing the effectiveness of the herbicide.
- **B.1.2.2.7** The Contractor can combine herbicide treatments with fertilizer applications. A preemergent herbicide shall be applied to all turf areas for the control of grassy annuals such as crab grass, barnyard grass or other undesirable species. Areas that are deemed environmentally sensitive or "low mow" or wildlife habitat shall not require pesticide applications and will be identified by Department.
- **B.1.2.2.8** In areas where weed treatment, applied correctly, has resulted in damaged turf, the Contractor shall restore the grounds to a healthy condition, i.e. weed free, upon request by the Department.
- **B.1.2.3** <u>Fertilizing</u> The Department may order fertilization on an as needed basis. If requested, the Contractor shall perform fertilizing as described below:
- **B.1.2.3.1** The Contractor shall apply the approved turf fertilizer based on the manufacturer's instructions on the label and the Chesapeake Bay Recommendations. All fertilizer shall contain ≥ 50% water soluble nitrogen (WSN) per application. In general the application times, if requested by the Department, are listed below, however, application times can change based on the weather or the Department's direction.
  - **a.** 1st Application: Late March Early April apply to ensure early spring green-up.
  - **b.** 2nd Application: Late September Early October apply as fall feeding.
  - **c.** 3rd Application: Late October Early November apply to ensure winter root production.
- **B.1.2.3.2** Fertilization of plant, trees and shrubs, if requested, shall be completed prior to any mulching.

#### **B.1.2.4** Core Aeration

- **B.1.2.4.1** The District may order core aeration service on an as needed basis. When ordered, the Contractor shall perform core aeration as specified below:
  - **a.** All lawn turf shall be aerated two (2) times per season with an approved mechanical aerator to relieve compaction, permit penetration of moisture and nutrients, and to provide a proper oxygen-soil relationship.
  - **b.** Aeration shall be performed during the growing period of spring (March May) and fall (September or early October).

- **c.** Core aerate by using an open tine aerator to a minimum depth of 3". Aeration shall produce holes 2 to 3" apart, or a minimum of 10 to 20 holes per square foot.
- **B.1.2.4.2** The Contractor shall perform core aeration as to not damage underground sprinkler systems (including heads). If the Contractor damages the sprinkler system, all replacement costs due to damage shall be borne by the Contractor.

#### **B.1.2.5 Seeding**

- **B.1.2.5.1** The District may order seeding service on an as needed basis. When ordered, the Contractor shall perform seeding as specified below.
  - **a.** Over-seed all turf areas using an 80% Tall Fescue and 20% Kentucky Bluegrass mix specified rate 4lbs/1000 sq ft. The Contractor shall follow the label instructions on the seed bag for installation rates.
  - **b.** Seed shall be a blue tag certified seed mixture which is compatible with existing grass and suitable to environmental conditions of the Transitional Zone.

## **B.1.2.6** Maintenance of Flower and Rock Beds and Related Areas

- **B.1.2.6.1** The District may order flower and rock bed maintenance service on an as needed basis. When ordered, the Contractor shall maintain flower beds and rock beds and related areas to present a neat and professional appearance. Maintenance shall include but is not limited to fertilizing, watering, cultivating, weeding, mulching and repairing or replacing damaged plants and shrubs. The District will reimburse the Contractor for the actual cost of any plants or shrubs replaced. The Contractor shall obtain approval from the Department for all plant materials for species, price, and size prior to purchase and installation. The Contractor shall use plants and shrubs that are native to the area and require little maintenance.
- **B.1.2.6.2** The Contractor shall install flowers into flower beds at locations identified by the Department seasonally (at least 3 times per year) and replenish as needed. The timing of flower installation may change from year to year. The Contractor shall confirm the exact date for installation or replenishment with the Department prior to installation or replenishment. The Contractor shall ensure that the exterior walls of planters are free of all plant growth from inside the planter to maintain a clean outer rim of the planter. The Contractor shall install or replenish flowers at new locations as directed by the Department.
- **B.1.2.7** <u>Sod Repair</u> The District may order sod repair service on an as needed basis. When ordered, the Contractor shall repair or replace damaged or dead sod. The District will reimburse the Contractor for the actual cost of sod.

- **B.1.2.8** Pruning (Trees) The District may order pruning service on an as needed basis. When ordered, the Contractor shall prune ornamental trees located in the landscaped areas of the property, according to the International Society of Arborists Best Management Practices for Pruning, to remove dead, dying or diseased trees or broken or weakened branches to lessen wind resistance. The Contractor shall perform other pruning only for hazard elimination to remove storm damage or to correct prior improper pruning. A safety clearance of 15 feet shall be maintained over streets, driveways, and walk areas, and 15 feet from buildings. "Topping" or "lion tailing" are not permitted.
- **B.1.2.9** The Contractor shall provide additional landscaping services within the timeframe mutually agreed to by the Contractor and the District.

## **B.1.3** General Requirements

- **B.1.3.1** The Contractor shall provide all services in accordance with quality standards of the grounds maintenance industry.
- **B.1.3.2** When observed or encountered, the Contractor shall notify the Department verbally or via email in writing of any defects noted in surfaces that are to receive service or any obstacles, if such defects or obstacles may affect lawn care operations or present a safety concern. Defects may include anything that impedes the Contractor's ability to mow the turf or provide other grounds keeping or landscaping services, including but not limited to, water build up, building materials, dumpsters or trash receptacles, vehicles, temporary structures or debris that is not considered litter (litter is defined as bottles, cans, paper, tires, glass, clothes, tree limbs under 4" in diameter or other materials that could be removed by the crews without the use of equipment). Depending on the nature of the defect or obstacles, the Department, once notified, will determine if and how the Contractor should proceed with lawn care operations. The Contractor shall notify the designated agency point of contact of any items that need to be moved in order for contract work to be completed.
- **B.1.3.3** At the start of the contract, the Contractor shall provide Material Safety Data Sheets (MSDS) of all products to be applied. If there are changes to products to be applied after the Contractor's initial submission at the beginning of the contract, the Contractor shall provide MSDS of any new chemicals to be used either at the start of each grass growing season (March); or if a change occurs during the grass growing season three (3) days prior to the planned application if a chemical is to be applied. All chemicals being applied must meet EPA requirements and be applied in accordance with manufacturer's procedures and recommendations. The Contractor must notify the Department in advance of all chemicals to be used. The Contractor's staff who applies the chemical must be a certified pesticide applicator. The Contractor shall submit proof of such certification at the beginning of each contract year.

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## **B.1.4 Service Hours and Scheduling**

**B.1.4.1** The Contractor shall perform all grounds maintenance/landscaping services during the hours of 7:00 am - 7:00 pm local time, Monday through Friday, excluding District holidays, unless otherwise approved by the Department. For example, if the Contractor needs to work on a weekend or District holiday in order to maintain the required grass height, the Contractor shall obtain the Department's approval. There may be situations that require the Contractor to work other than the hours specific herein. In those cases, the Contractor shall advise the Department to reschedule the work to minimize disruption.

## B.1.4.2 Scheduling

**B.1.4.2.1** The Contractor shall submit updates to the routine grounds maintenance schedule, at least by the 1st day of each month and as necessary if changes occur or as necessary to maintain the required grass height. The Department will approve the revised schedule prior to commencement of work. The schedule and number of mowing's required per location, per month may change depending on funding availability, weather, and need. If after the Contractor's schedule is approved, the District requires a change in the mowing frequency at any of the locations, the Department will inform the Contractor and request, from the Contractor, a revised Mowing Schedule. Tentative monthly mowing frequencies are:

March	3 routine grounds maintenance visits
April	4 routine grounds maintenance visits
May	4 routine grounds maintenance visits
June	4 routine grounds maintenance visits
July	3 routine grounds maintenance visits
August	2 routine grounds maintenance visits
September	3 routine grounds maintenance visits
October	2 routine grounds maintenance visits
November	2 routine grounds maintenance visits

- **B.1.4.2.2** The Contractor may cancel all or part of a scheduled mowing due to inclement weather. The Contractor shall notify the Department, preferably, on or before 8:00 am of the day to be canceled, when such cancellation is desired, or as soon as inclement weather is known and the Contractor shall also notify the Department of the date for which service is rescheduled.
- **B.1.4.2.3** Inclement weather shall be defined as weather that both the Contractor and the Department agree makes the accomplishment of quality work unfeasible, unusually time-consuming, or potentially dangerous, or harmful. In the event mutual agreement cannot be reached for a particular mowing, the inclement weather determination shall be made by the Contractor.

- **B.1.4.2.4** Any part of a scheduled mowing that is canceled due to inclement weather shall be rescheduled by the Contractor to a date within three calendar days (excluding weekends and District holidays) of the cancellation. The District, at its option, may elect not to reschedule any part of a mowing. If the District elects not to reschedule, the District will not be obligated to pay the Contractor for that portion of the cut that did not take place.
- **B.1.4.2.5** The District may require unscheduled/emergency service. When required, the Department will notify the Contractor as far in advance as possible. The Contractor shall be prepared to respond to requests for unscheduled/emergency service within as little as two hours. The Contractor shall designate a point of contact on its staff, to receive such notification, who can readily respond. The District may change locations or schedules of cuts, if needed, without any additional charge to the District.

#### **B.2** Key Personnel

- **B.2.1** <u>Contract Manager</u> The Contractor shall indicate in its proposal a single point of contract (Contract Manager) who shall be responsible for any contractual issues.
- **B.2.2** On-Site Supervisor The Contractor shall provide one or more on-site supervisors who shall be responsible for the performance of work. The name of this person, and an alternate or alternates, who shall act for the Contractor when the on-site supervisor is absent, shall be included in the Contractor's proposal. The Contractor shall provide an emergency phone number, cell phone number or pager number that is accessible at all times.
- **B.2.2.1** The on-site supervisor(s) or alternate(s) shall have full authority to act for the Contractor on all contract matters relating to daily operation of this contract.
- **B.2.2.2** The Contract Manager, on-site supervisor(s) and any alternates shall have excellent oral and written communication skills, and be able to read, write, speak and understand the English language.

#### **B.2.3** Other Staff

- **B.2.3.1** The Contractor shall not employ any person for work on this contract if such employee is identified to the Contractor by the Department as a potential threat to the health, safety, security, general well-being or operational mission of the District agency, its employees, and visitors. Where reading, understanding, and discussing safety and environmental warnings are an integral part of a contract employee's duties, that employee shall be able to communicate effectively with the Contract supervisor(s).
- **B.2.3.2** The Contractor shall ensure employees have a current and valid driver's license before the employee operates a contractor-owed vehicle.
- **B.2.3.3** The Contractor shall provide employees that are fully capable, experienced, and trained

in the work they are employed to perform. The Contractor shall ensure employees are qualified to safely operate grounds maintenance equipment before assigning employees to tasks that require use of the equipment. The Contractor shall maintain records of each individual's training, including a certificate of training completion.

- **B.2.3.4** Prior to assigning an employee to work on this contract, the Contractor shall provide, at minimum, environmental, health and safety training to the extent required by federal, state and local laws and instructions related to the provision of grounds keeping and landscaping services. The Contractor shall initiate, maintain, and supervise all safety precautions and programs in connection with the work. The Contractor shall take all necessary precautions for the safety of, and shall provide all necessary protection to prevent damage, injury, or loss to all employees or other persons affected and all job related materials and equipment.
- **B.2.3.5** In performance of the contract, it shall be the responsibility of the Contractor to assure the availability of employees at all times to complete work under the contract.
- **B.2.3.6** Services that shall be performed at a location where children may be present and may come in direct contact with the Contractor's employees; the District may require the Contractor to conduct background checks of its employees who will be assigned to work at such locations.

## **B.3** Uniforms

**B.3.1** The Contractor's employees shall present a neat appearance and be easily recognized as the Contractor's employees. The Contractor shall provide each employee with a uniform (e.g. hat, shirt with logo, or matching tops and bottoms) as well as an identification badge that shall include the employee's name and Contractor's name. The identification badges shall be worn or attached to the outer garment at all times.

#### **B.4** Equipment and Vehicles

- **B.4.1** The Contractor shall provide and maintain contractor-owned or leased vehicles to meet the requirements of this contract. Any Contractor vehicles used in the performance of this contract shall have the company name prominently displayed on both sides of the vehicle.
- **B.4.2** All vehicles used in the performance of this contract shall be in operable condition and meet the local, state and federal safety requirements. The Department may inspect the Contractor's vehicles at any time and direct the removal of any unsafe or non-functional vehicles. All vehicles shall be registered, licensed, insured, and operated by a licensed driver. All vehicles shall be registered; have Department of Transportation (DOT) numbers visible as required by law; and follow all District regulations related to parking, driving, and licensing.
- **B.4.3** The Contractor's equipment, including but not limited to mowers (push, riding and tractor), and trimmer shall be of a quality, size and type suitable for accomplishing the required work. The Contractor's equipment shall be in good repair and able to operate efficiently and

safely. Mower blades shall be sharp, to prevent the tearing of the grass blades.

- **B.4.4** The Contractor's equipment shall have the proper safety devices maintained at all times while in use. If equipment does not contain proper safety devices and/or is being operated in an unsafe manner, the Department shall direct the Contractor to remove such equipment and/or operator until the deficiency is corrected to the satisfaction of the District.
- **B.4.5** The Department may inspect the Contractor's equipment and tools at any time.
- **B.4.6** The Contractor shall confine to the greatest possible extent, all operations, equipment, apparatus and placement of materials to the immediate area of work. The Contractor shall comply with all District of Columbia rules and regulations in effect at the work site, including, but not limited to parking, traffic control plans and OSHA standards for landscape and horticultural services, use of walks, security restrictions, hours of allowable entrance and departure.
- **B.4.7** The Contractor shall store its equipment off-site, not on District property.
- **B.4.8** The Contractor must own or lease, and maintain a sufficient amount of equipment that is operable and employ enough staff to operate the equipment in order to perform services required under this contract. The Contractor shall provide to the Department with its proposal a current list of equipment, including, but not limited to, vehicles, tractors, mowers, trimmers, blowers, and rakes to be used to perform the required services. The Department expects that the Contractor shall be able to demonstrate in its proposal that the equipment to be provided is sufficient for the number of groups the Offeror intends to bid. The list shall include the number, brand, model, size and year (if applicable) of the Contractor's equipment. Some of the required equipment may include:
  - a. 40 H.P. tractor with five (5) foot rotary mower, or two 72" rotary style mowers,
  - b. 36" cut riding rotary mowers,
  - c. 36" cut walk behind rotary mowers,
  - d. rotary mowers for trimming,
  - e. string trimmers for trimming,
  - f. backpack blowers, and
  - g. Large tracts of open turf will require the use of gang style mowers or large "batwing style" mowers able to cut a minimum of 8 foot across in one pass
- **B.5** Public Safety The Contractor shall erect, at the Contractor's expense, proper barricades, signs and warning devices as required for pedestrian and traffic safety when necessary. The Contractor shall employ traffic control procedures, and shall comply with all applicable District Department of Transportation regulations and District Department of Public Works parking regulations while on any site or occupying public space. Erection of barricades that restrict or redirect pedestrian traffic shall be coordinated in advance with the Department or the District's building manager(s) for the location.

**B.6** Work Plan and Quality Assurance The Contractor shall establish, develop, maintain, and implement a Work Plan, including a complete Quality Control Plan (QCP) delineating the Contractor's Quality Control Program and Inspection System to monitor and control its performance of services to ensure compliance to the contract requirements. The Contractor shall submit the Work Plan with its proposal. The QCP shall include timely and effective corrective action for all deficiencies identified by the Contractor or the Department; shall implement procedures to identify, prevent, and ensure non-recurrence of defective services; shall address inspection procedures; shall provide an action plan for correction of discrepancies; shall provide a strategy for retaining qualified personnel; and shall explain management's role in its commitment to quality performance. After initial approval, if the plan is updated or changed, the Contractor shall re-submit the QCP to the Department for approval.

#### **B.7** Reporting

- **B.7.1** The Contractor shall submit daily, weekly and monthly Work Completion Reports to the Department, on a mutually agreed upon schedule. All reports are required to be submitted via email, in PDF format.
- **B.7.2** The Contractor shall immediately notify the Department, in writing, of any accidents on the job site arising from the performance of this contract that involve bodily injury to Contractor's employees or District workers or both, building occupants, visitors, or other persons.

#### **SECTION C: TERM OF CONTRACT**

C1. The term of this contract will be from date of award through September 30, 2013.

#### **C.2** Option To Extend The Term Of The Contract

- **C.2.1** The District has the option to unilaterally extend the term of the Contact for a period of one (1) year; provided that the District shall give the Contractor preliminary written notice of its intent to exercise the option to extend the term of the Contract thirty (30) days prior to the expiration of the contract. The preliminary notice does not commit the District to an extension. Contractor may waive the thirty (30) day notice requirement by providing a written waiver to the Contracting Officer prior to the expiration of the Contract.
- **C.2.2** The exercise of the option to extend the Contract is subject to the availability of funds at the time of the exercise of the option.
- **C.2.3** The option to extend the term of the contract, as described in C.2.1, shall be included in each option contract.

**C.2.4** The total duration of the contract, including the exercise of any options under Section C.2 shall not exceed two (2) years.

#### SECTION D: CONTRACTOR FEES

The contract awarded pursuant to this RFP will be a combination lump sum/time and materials based contract. Bidders are required to bid a lump sum price on the <u>Attachment A</u>. Bidders shall also bid an add/deduct price for the addition or deduction of a single routine maintenance visit. In addition, bidders should provide hourly rates for the additional landscaping services listed on the pricing spreadsheet included as <u>Attachment A</u> as well as a percentage mark-up for materials/supplies. Prices and hourly rates shall be provided for the base period as well as the option year.

The cost of any equipment necessary or appropriate for the services to be performed on a time and materials basis shall be included in the hourly rate. The lump sum, hourly rates and material mark-up will be the Contractor's sole compensation for the services required under the contract and should include sufficient funding for all of the Contractor's costs associated with the work, including, but not limited to, labor, tools and equipment, materials and supplies (unless otherwise indicated), and overhead, insurance and profit.

#### **SECTION E: ECONOMIC INCLUSION**

# **E.1** Licensing, Accreditation and Registration

The Contractor and all of its subcontractors (regardless of tier) shall comply with all applicable District of Columbia, state, and federal licensing, accreditation, and registration requirements and standards necessary for the performance of the contract.

# **E.2** Service Contract Act

The Service Contract Act is applicable to this Project. As such, the Bidder and its trade subcontractors shall comply with the wage and reporting requirements imposed by that Act. Applicable Wage Rates are attached to this IFB as <u>Attachment B</u>.

# **E.3 SLDBE Participation**

A bidder responding to this solicitation must submit with its submission, a notarized statement detailing any subcontracting plan required by law. Submissions responding to this IFB shall be deemed nonresponsive and shall be rejected if the Bidder fails to submit a subcontracting plan that is required by law. For contracts in excess of \$250,000, at least 35% of the dollar volume of the contract shall be subcontracted in accordance with

<u>Section E.4</u>, the Department requires that **IF** any portion of the Contractor's work is to be subcontracted, business enterprises so certified must participate in at least 50% of the subcontracting effort.

# E. 4 Preference for Small, Local, and Disadvantaged Business Enterprises

General: Under the provisions of the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, D.C. Law 16-33 (codified at D.C. Code § 2-218.01 et seq.), preferences shall be given to Bidders that are certified by the Department of Small and Local Business Development as being a small business enterprise, having resident business ownership, having a longtime resident business, being a local business enterprise, being a disadvantaged business enterprise, or being a local business enterprise with its principal Department located in an enterprise zone. (A copy of the certification acknowledgment letter must be submitted with the Bidder's Proposal.)

In accordance with D.C. Code § 2-218.01 et seq., the following preferences shall be awarded in evaluating a Bidder's submission:

- a. Three percent for a small business enterprise;
- b. Five percent for a resident-owned business;
- c. Ten percent for a longtime resident business;
- d. Two percent for a local business enterprise;
- e. Two percent for a local business enterprise with its principal office located in an enterprise zone; and
- f. Two percent for a disadvantaged business enterprise.

Bidders may qualify for more than one of these categories, so that the maximum number of points available under this section is 12 percent.

<u>Information:</u> For information regarding the application process, contact the Department of Small and Local Business Development at the following address or telephone number:

Department of Small and Local Business Development One Judiciary Square Building 441 4th Street, NW, 9th Floor Washington, DC 20001 (202) 727-3900 (Telephone Number) (202) 724-3786 (Facsimile Number)

## E. 5 Residency Hiring Requirements for Contractors and Subcontractors

At least fifty-one percent (51%) of the Contractor's Team and every subcontractor's employees hired after the Contractor enters into a contract with the Department, or after such subcontractor enters into a contract with the Contractor, to work on this project, shall be residents of the District of Columbia.

Upon execution of the contract, the Contractor and all of its member firms, if any, and each of its subcontractors and subconsultants shall submit to the Department a list of current employees that will be assigned to the project, the date that they were hired and whether or not they live in the District of Columbia.

The Contractor shall comply with subchapter III of Chapter II of Title 1, and subchapter II of Chapter II of Title 1 of the D.C. Code, as amended and all successor acts thereto and the rules and regulations promulgated thereunder. The Contractor and all member firms, subcontractors, tier subcontractors, subconsultants, and suppliers with contracts in the amount of \$300,000 or more shall be required to comply with the following: (i) enter into a First Source Employment Agreement with the D.C. Department of Employment Services ("DOES") upon execution of the contract; (ii) submit an executed First Source Agreement to DOES prior to beginning work on the project; (iii) make best efforts to hire at least 51% District residents for all new jobs created by the project; (iv) list all employment vacancies with DOES; and (v) submit monthly compliance reports to DOES by the 10th of each month, or as required by the D.C. Code.

# **SECTION F: INSURANCE REQUIREMENTS**

# F.1 Required Insurance

The Contractor will be required to maintain the following types of insurance throughout the life of the contract:

Commercial General Public Liability Insurance ("Liability Insurance") against liability for bodily injury and death and property damage, such Liability Insurance to be in an amount not less than Two Million Dollars (\$2,000,000) for liability for bodily injury, death and property damage arising from any one occurrence and Two Million Dollars (\$2,000,000) from the aggregate of all occurrences within each policy year. The policy should include completed operations coverage and must be maintained for a period of at least (3) years after the contract term.

<u>Workers' Compensation and Employers Liability</u> coverage providing statutory benefits for all persons employed by the Contractor, or its Contractors and subcontractors at or in connection with the Work.

<u>Automobile Liability</u>, including Hired and Non-Owned Auto Liability in the amount of at least One Million Dollars (\$1,000,000) for each occurrence for bodily injury and property damage.

# F.2 Additional Insured

Each insurance policy shall be issued in the name of the Contractor and shall name as additional insured parties the Department and the District of Columbia, and shall not be cancelable or reduced without thirty (30) days prior written notice to the Department.

# F.3 Waiver of Subrogation

All such insurance shall contain a waiver of subrogation against the Department and the District of Columbia, and their respective agents.

#### F.4 Strength of Insurer

All insurance shall be placed with insurers that are reasonably acceptable to the Department and with an A.M. Best's rating of not less than A- (Excellent) and a surplus size of not less than XV. All such insurers shall be licensed/approved to do business in the District of Columbia

#### SECTION G: EVALUATION AND AWARD CRITERIA

# **G.1** Method of Award

As shown on the Group List (see <u>Attachment A</u>), the facilities have been divided into two (2) groups. The Department intends to award the work for each group to the responsive and responsible bidder with the lowest evaluated price for each group, except that the same contractor cannot receive an award for more than one group. The lowest bidder will be determined by the total lump sum rate on <u>Attachment A Bid Form</u>.

The Department reserves the right to accept/reject any/all bids resulting from this solicitation. The Contracting Officer may reject all bids or waive any minor informality or irregularity in bids received whenever it is determined that such action is in the best interest of the District.

## **G.2** Preparation and Submission of Bids

Bidders shall submit a signed original and three (3) copies. The District will not accept a facsimile copy of a bid as an original bid. All items accepted by the District, all pages of the Invitation for Bids (IFB), all attachments and all documents containing the bidder's offer shall constitute the formal contract. Each bid shall be submitted as specified in

Section H.1 in a sealed envelope conspicuously marked: "Bid in Response to Solicitation No. DCAM-13-NC-0091 for Landscaping Services".

The original bid shall govern if there is a variance between the original bid and the copy submitted by the bidder. Each bidder shall return the complete solicitation as its bid.

The District may reject as non-responsive any bid that fails to conform in any material respect to the IFB.

Bidders shall make no changes to the requirements set forth in the solicitation.

#### **SECTION H: PROPOSAL SUBMISSION**

#### **H.1** Delivery or Mailing of Submissions

Submissions should be delivered or mailed to:

Department of General Services ATTN: JW Lanum Frank D. Reeves Center 2000 14<sup>th</sup> Street, NW Contracts & Procurement Division, 8<sup>th</sup> Floor Washington, D.C. 20009

# **H.2** Date and Time for Receiving Submissions

Submissions shall be received no later than 2:00 p.m. on February 15, 2013. The Bidder assumes the sole responsibility for timely delivery of its Submission, regardless of the method of delivery.

# H.3 Bid Form

Each Bidder shall submit a bid form substantially in the form of <u>Attachment A</u>. Material deviations, in the opinion of the Department, from the bid form shall be sufficient to render the bid non-responsive.

#### H.4 <u>Tax Affidavit</u>

Each Bidder must submit a tax affidavit substantially in the form of <u>Attachment D</u>. In order to be eligible for this procurement, Bidders must be in full compliance with their tax obligations to the District of Columbia government.

#### **H.5** Disclosure Form

Each Offeror shall submit a Disclosure Statement substantially in the form of **Attachment C.** 

#### SECTION I: BIDDING PROCEDURES & PROTESTS

## I.1 Contact Person

For information regarding this IFB please contact:

Tia Mercer Contract Specialist 2000 14<sup>th</sup> Street N.W. 8th Floor Washington, D.C. 20009 Phone: (202) 729-2171

Written questions, requests for interpretation or correction should be directed to Tia Mercer, Contract Specialist, at <a href="mailto:tia.mercer@dc.gov">tia.mercer@dc.gov</a> no later than 12:00 p.m. on February 11, 2013. The person making the request shall be responsible for prompt delivery.

# I.2 Explanations to Prospective Bidders

Each Bidder should carefully examine this Invitation For Bids and any and all amendments, addenda or other revisions, and thoroughly familiarize itself with all requirements prior to proffering a submission. Should an Bidder find discrepancies or ambiguities in, or omissions from, the IFB and amendments, addenda or revisions, or otherwise desire an explanation or interpretation of the IFB, any amendments, addenda, or revisions, it must submit questions, requests for interpretation or correction in writing. Any information given to an Bidder concerning the solicitation shall be furnished promptly to all other Bidders as an amendment or addendum to this IFB if in the sole discretion of the Department that information is necessary in proffering submissions or if the lack of it would be prejudicial to any other prospective Bidders. Oral explanations or instructions given before the award of the contract shall not be binding.

#### I.3 Protests

All protests alleging defects in this solicitation shall be governed by Section 4734 of the Department's Procurement Regulations (27 DCMR § 4734); provide a clear and concise statement of the legal and factual grounds of the protest, including copies of relevant documents, and citations to statutes, regulations or solicitation provisions claimed to be violated; and, be filed in writing with the District of Columbia Contracts Appeals Board

("CAB"), pursuant to title X of the Procurement Practices Reform Act of 2010 ("PPRA") (D.C. Official Code § 2-360.01 *et seq.*). Protests alleging defects in this solicitation, which are apparent prior to bid openings, must be filed prior to the time set for receipt of submissions. If an alleged defect does not exist in this initial solicitation, but was later incorporated by an amendment or addendum, a protest based on that defect must be filed before the next closing time established for proffering submissions. In all other cases, protests shall be filed not later than ten (10) business days after the basis of protest is known or should have been known, whichever is earlier. To expedite handling of protests, forward courtesy copies of protests to the Department's Chief Contracting Officer ("CCO") with "Protest" labeled on the envelope.

This section is intended to summarize the protest procedures and is for the convenience of the Bidders only. To the extent any provision of this section is inconsistent with the Department's regulations or the PPRA, the more stringent provisions shall apply.

#### I.4 Contract Award

This procurement is being conducted in accordance with the provisions Section 4720 of the Department's Procurement Regulations (27 DCMR § 4720).

## I.5 Retention of Submissions

All submissions will be retained by the Department and therefore will not be returned to the Bidders. With the exception of proprietary financial information, the submissions shall become the property of the Department and the Department shall have the right to distribute or use such information as it determines in accordance with FOIA laws.

# I.6 Examination of Submissions

Bidders are expected to examine the requirements of all instructions (including all amendments, addenda, attachments and exhibits) in this IFB. Failure to do so shall be at the sole risk of the Bidder and may result in disqualification.

# I.7 <u>Late Submissions: Modifications</u>

- A. Notwithstanding any other provisions of this IFB to the contrary, a late modification of an otherwise successful submission which makes its terms more favorable to the Department may be considered at any time it is received and may be accepted.
- B. Submissions shall be irrevocable and remain in full force and effect for a period not less than 120 days after receipt of submissions.

# I.8 No Compensation for Preparation of Submissions

The Department shall not bear or assume any financial obligations or liabilities regarding the preparation of any submissions submitted in response to this IFB, or prepared in connection therewith, including, but without limitation, any submissions, statements, reports, data, information, materials or other documents or items.

## I.9 Rejection of Submissions

The Department reserves the right, in its sole discretion:

- A. To cancel this solicitation or reject all submissions.
- B. To reject submissions that fail to prove the Bidder's responsibility.
- C. To reject submissions that contain conditions and/or contingencies that in the Department's sole judgment, make the submission indefinite, incomplete, otherwise non-responsive, or otherwise unacceptable for award.
- D. To waive minor irregularities in any submission provided such waiver does not result in an unfair advantage to any Bidder.
- E. To take any other action within the applicable Procurement Regulations or law.
- F. To reject the submission of any Bidder that has submitted a false or misleading statement, affidavit or certification in connection with such submission or this Request for Proposals.

#### I.10 <u>Limitation of Authority</u>

Only a person with prior written authority from the CCO shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clauses or conditions of the contract. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this IFB is not effective or binding unless made in writing and signed by the CCO or its authorized representative.

#### **SECTION J: ATTACHMENTS**

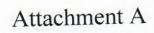
**Attachment A** – Bid Form/Group Lists

**Attachment B** – Service Contract Wage Rate

**Attachment C** – Disclosure Statement

**Attachment D** – Tax Affidavit

**Attachment E** – First Source Agreement



# Base Year Spring 2013-Fall 2013

ROUTINE GROUNDS MAINTENANCE SERVICES (Marchthrough No vember 2014, include 27 mowings)	LOADED LUMP SUM RATE
Group 1	
Group 2	
。 [1] "我们是是一个大学,我们就是一种大学生的	Burgotta State of the State of
ADDITIONAL LANDSCAPING SERVICES (as needed, on a time & material basis)	LOADED HOURLY RATE
Laborer, Grounds Maintenance	
Tractor Operator	
Certified Pesticide Applicator	
	The state of the s
MATERIALS AND SUPPLIES	PERCENTAGE MARK-UP FOR MATERIALS AND SUPPLIES REQUIRED FOR SERVICES PERFORMED ON A TIME AND MATERIALS BASIS

# Base Year Group 1

	Spring 2013- Fall 2013		
PROPERTY	ADDRESS/LOCATION	ACREAGE	UNIT PRICE
Hyde	18th & Perry St NE	1.00	\$
Luke C. Moore	1001 Monroe Street NE	1.50	\$
Thurgood Marshall	3100 Lincoln Drive NE	5.00	\$
Phelps	704 26th St, NE	5.00	\$
Shaed	301 Douglas St, NE	1.00	\$
Browne	850 26th St, NE	5.00	· — — — —
Spingarn	2500 Benning Rd, NE	7.00	
Bunker Hill	1401 Michigan Ave, NE	1.00	
Burroughs	1820 Monroe St, NE	5.00	
Dunbar	1301New Jersey Ave, NE	3.00	
Langdon	1900 Evart St, NE	1.00	· — — —
Wheatley	1299 Neal Street NE	2.00	
Noyes	2725 10th St, NE	1.00	
Emery	1720 1st St, NE	0.50	
Mckinley	151 T St, NE	6.00	
Food Service	3535 V St, NE	0.50	
Webb	1375 Mt. Olive Rd, NE	2.00	
Hamilton Center	1401 Brentwood Pkwy NE	4.00	
Penn Center	3rd & R St, NE		
Felli Celitei		0.50	\$
A ub a unations	2412 Rand Place NE, Washington, District Of		1
Arboretum	Columbia	2.39	\$
	2311 14th Street NE, Washington, DC 20018,		
Brentwood	Washington, District Of Columbia	1.29	\$
	6th St. & Neal Place NE, Washington, District Of		
Brentwood Park	Columbia	2.10	\$
	South Dakota Ave And 33rd St NE, Washington,		
Dakota Park	District Of Columbia	2.40	\$
	320 Evarts Street NE, Washington, District Of		7
Edgewood	Columbia	2.19	\$
	Florida Ave NW And 1st St NW, Washington,		
Florida Ave Playground	District Of Columbia	0.81	\$
	3100 Fort Lincoln Drive NE, Washington, District Of		
Fort Lincoln	Columbia	6.00	\$
Theodore Hagans Cultural			
Center	3201 Fort Lincoln Dr. NE	6.00	\$
	1743 Lincoln Rd. NE, Washington, District Of		
Harry Thomas	Columbia	4.49	\$
	1200 Morse Street NE, Washington, District Of		<u> </u>
Joe Cole	Columbia	1.51	\$
	198 Gallatin St. NE, Washington, District Of		
Keene Park	Columbia	2.72	\$
	2901 20th Street NE, Washington, District Of	2.72	7
Langdon Park	Columbia	20.00	¢
Languon Faik	Adams And 19th Place NE, Washington, District Of	20.00	·
Loomis Park	Columbia	2.48	ė
	Columbia	2.48	·
New York Avenue Playground	100 N St. NW, Washington, District Of Columbia	2.22	ć
TOR Avenue Flayground	1333 Emerson Street NE, Washington, District Of	2.33	>
North Michigan Park	Columbia	2.4.1	<b>A</b>
TOTAL MICHIGAL FALK		2.14	>
Noves Bark	10th And Franklin St NE, Washington, District Of		
Noyes Park	Columbia	1.12	\$

# Base Year Group 1

Spring 2013- Fall 2013

	10th Street And Michigan Ave. Weshington District		
Park	10th Street And Michigan Ave, Washington, District Of Columbia	0.09	s
	Edgewood And 6th St NE , Washington, District Of	0.03	Y
Park	Columbia	0.39	\$
	Franklin St. And 4th St. NE, Washington, District Of		
Park	Columbia	1.61	\$
	Harewood Road And Taylor St.NE , Washington,		
Park	District Of Columbia	0.15	\$
	Michigan Ave And 12th St, NE, Washington, District		
Park	Of Columbia	0.65	\$
	Michigan Ave And Bunker Hill NE, Washington,		
Park	District Of Columbia	1.39	\$
	Michigan Ave And Randolph St, NE, Washington,		
Park	District Of Columbia	0.08	\$
	Michigan Avenue And Franklin Street, NE,		
Park	Washington, District Of Columbia	0.01	\$
	South Dakota Ave And 12th St. NE, Washington,		
Park	District Of Columbia	0.04	\$
	South Dakota Ave NE & Sargent Rd NE,		
Park	Washington, District Of Columbia	0.11	\$
	South Dakota Ave, And Crittenden Streets, NE,		
Park	Washington, District Of Columbia	0.13	\$
	South Dakota Ave, And Otis Streets NE,		
Park	Washington, District Of Columbia	0.29	\$
	South Dakota Ave, And Randolph Streets, NE,		
Park	Washington, District Of Columbia	0.15	\$
	30th And Evarts St. St NE, Washington, District Of		
Park	Columbia	0.07	\$
	Bladensburg Road And 28th St NE, Washington,		
Park	District Of Columbia	0.30	\$
	Douglas St. NE And 30th St. NE, Washington,		
Park	District Of Columbia	0.21	\$
	Girard St NE & 16th St NE, Washington, District Of		
Park	Columbia	0.13	\$
	Lincoln Road And Channing St, NE, Washington,		
Park	District Of Columbia	0.24	\$
	Rhode Island Ave And 1st St., Washington, District		
Park	Of Columbia	0.13	\$
	Rhode Island Ave And Brentwood Road NE ,		
Park	Washington, District Of Columbia	0.63	\$
	Rhode Island Ave And 15th St., NE, Washington,		
Park	District Of Columbia	0.41	\$
	Rhode Island Ave And Hamlin St. NE, Washington,		
Park	District Of Columbia	0.03	\$
	Rhode Island Ave And Saratoga Avenue, NE,		
Park	Washington, District Of Columbia	0.02	\$
	Rhode Island Ave And U Street, NE, Washington,		
Park	District Of Columbia	0.10	\$
	Rhode Island Ave, And 17th St NE, Washington,		7 11 2
Park	District Of Columbia	0.16	\$
	Rhode Island Ave. And T St., Washington, District Of		
Park	Columbia	0.08	\$

## Base Year Group 1

Spring 2013- Fall 2013

	Rhode Island Ave. And U St., NW , Washington,		
Park	District Of Columbia	0.06	Ś
	Rhode Island Avenue And Newton Street, NE ,	0.00	
Park	Washington, District Of Columbia	0.02	\$
	South Dakota Ave And Irving Streets, NE ,	0.02	7
Park	Washington, District Of Columbia	0.41	¢
	South Dakota Ave, And Franklin Street, NE,	0.41	7
Park	Washington, District Of Columbia	0.14	c
Tank	Adams Street And 18th St. NE, Washington, District	0.14	>
Park	Of Columbia	0.04	
Tark	Rhode Island Avenue And V Street, NE ,	0.04	>
Park	Washington, District Of Columbia	0.00	_
Tark	Rhode Island Avenue And W Street, NE ,	0.06	\$
Park	Washington, District Of Columbia	0.40	
Fair		0.49	\$
Toft/Dwight Mosely	18th & Perry Sts. NE, Washington, District Of Columbia		
Taft/Dwight Mosely		4.81	\$
Trinidad	1310 Childress Street NE, Washington, District Of		
Trinidad	Columbia	5.27	\$
T	1150 Michigan Avenue NE, Washington, District Of		
Turkey Thicket	Columbia	7.28	
Farragut	414 Farragut ST NE	7.00	
DDOT	1735 15th Street NE	2.34	
DPW	1725 15th St., NE	2.00	
Washington, MM	27 O Street, N.W.	0.50	\$
Young	26th & Benning Rd., NE	1.00	\$
DDOT	1403 W Street NE	0.04	
The Crummell School Lot	1900 Gallaudet St. NE	0.04	\$
SWAMA	1241 W St., NE	3.00	
Tree Division	1241 W St., NE	2.00	\$
Cook, JF	30 P Street, N.E.	0.50	\$
5th District	1805 Bladensburg Road, NE	2.00	\$
Crummel	Gallaudet & Kendall Streets, N.E.	1.00	\$
Youth Division	1700 Rhode Island Ave., NE	1.50	\$
Langston- Slater	45 P Street, N.W.	0.50	\$
Slowe - Portion	1401 Jackson Street, N.E.	2.00	\$
Fleet Service	2175 West Virginia Ave., NE	1.00	\$
	1626 North Capitol St, NW	0.11	\$
Library	2600 Benning Road, NE	0.25	\$
Shelter	1355 New York Ave NE	0.50	\$
Cochroan Shelter	1861 Corcoran St NE	0.20	\$
Animal Shelter	1201 NY Ave NE	1.50	\$
Library	135 NY Ave N.W	0.25	\$
Youth Services Center	1000 Mt Olivet Rd, NE, WDC, 20002	2.50	\$
Exodus	1860 Kendall Street, NE, WDC, 20002	0.02	\$
5th Street Terminal	2115 5th Street NE	10.35	\$
New York Avenue Terminal	1345 New York Ave. NE	0.04	
BET Building	1899 9th Street NE	0.50	
Andrus House	2635 18th Street NE	10.80	
Pleasant House	2501 18th Street NE	6.00	
House of Togetherness	1835 Evarts St. NE	6.00	
Langley ES	101 T Street, NE	1.00	
Vacant Property	18th & Douglass St. NE	0.25	

# Base Year Group 2 Spring 2013- Fall 2013

PROPERTY	ADDRESS/LOCATION	ACREAGE	UNIT RATE
Ludlow Taylor	659 G St, NE	1.00	\$
Goding/Prospect	920 F St, NE	0.50	\$
Watkins	420 12th St, SE	1.00	\$
Peabody	425 C St, NE	0.50	\$
Elliot-Hine	1830 Constitution Ave, NE	5.00	\$
Eastern	1700 E . Capitol St, NE	7.00	\$
Gibbs	500 19th Street NE	1.00	\$
Logan	3rd & G St, NE	1.00	
Miner	605 15th St, NE	3.00	\$
Stuart Hobson	410 E St, NE	1.00	\$
Maury	1250 Constitution Ave, NE	2.00	\$
Payne	305 15th St, NE	1.00	\$
Van Ness	1150 5th St, SE	1.00	
Brent	330 3rd St, SE	0.50	\$
Wilson, JO	600 K St, NE	4.00	\$
J.O Wilson	600 K St NE	2.00	\$
Health Dept - Mental Health Svcs			
Div	35 K Street NE	0.20	Ś
Dennis Dolinger Memorial Park	15th And G Streets, Washington, District Of		<u> </u>
(Potomac Ave.)	Columbia	0.02	Ś
Eastern Branch Boy And Girls  Garfield Park	261 17th St SE, Washington, District Of Columbia  F And 2nd St. SE, Washington, District Of Columbia	0.22 6.91	
Joy Evans	555 L Street SE, Washington, District Of Columbia	0.79	
King - Greenleaf	201 N Street SW, Washington, District Of Columbia	4.49	\$
Langsburg Park	Delaware Ave SW And K St , Washington, District Of Columbia		ċ
Langsburg Fark	E Street And 12th Street NE, Washington, District	3.00	>
Lovejoy Park	Of Columbia	1 10	ċ
	15th Street And Kentucky Ave SE, Washington,	1.10	ş
Park	District Of Columbia	0.09	ċ
	16th And G Streets, SE, Washington, District Of	0.09	Ş
Park	Columbia	0.24	ć
	16th Street And Kentucky Ave SE, Washington,	0.21	Ş
Park	District Of Columbia	0.00	<u></u>
uin		0.08	>
Park	17th And E Streets, SE, Washington, District Of	2 ==	
ai K	Columbia	0.57	\$
Dark	Potomac Ave. And E Street, SE, Washington,		
Park	District Of Columbia	0.35	\$
Park	South Carolina Avenue And C Street, SE,		
Park	Washington, District Of Columbia	0.13	\$

# Base Year Group 2 Spring 2013- Fall 2013

	Independence Ave And 7th St SE, Washington,		
Park	District Of Columbia	0.25	Ś
	I St. SW And 3rd St. SW, Washington, District Of		
Park	Columbia	0.46	SS
	North Carolina Avenue And E Street, SE,	0.10	Υ
Park	Washington, District Of Columbia	0.05	Ś
	Potomac Ave. And K Street, SE, Washington,	0.03	Y
Park	District Of Columbia	0.36	¢
	13th Street And Kentucky Ave, Washington, District	0.50	Y
Park	Of Columbia	0.01	\$
	13th Street And Tennessee Ave, Washington,	0.01	7
Park	District Of Columbia	0.26	Ċ
TUTK	1400 Constitution Avenue, NE, Washington, District	0.20	Ş
Park	Of Columbia	0.01	ć
TUTK	14th And D St, NE, Washington, District Of	0.01	. >
Park	Columbia	0.22	ė.
Tark	14th And E St, NE, Washington, District Of	0.23	\$
Park	Columbia	0.17	i c
raik		0.17	\$
Park	14th Street And Independence Avenue, SE,	0.24	
raik	Washington, District Of Columbia	0.21	\$
Dark	15th St, And F Street, NE, Washington, District Of		
Park	Columbia	0.03	\$
David	15th Street And North Carolina Avenue,		
Park	Washington, District Of Columbia	0.25	\$
D 1	15th Street And South Carolina Avenue, SE,		
Park	Washington, District Of Columbia	0.46	\$
	17th And C Streets, SE, Washington, District Of		
Park	Columbia	0.63	\$
D 1	222 Kentucky Ave, Washington, District Of		
Park	Columbia	0.03	\$
D 1	8th Street And Constitution Avenue, NE,		
Park	Washington, District Of Columbia	0.33	\$
- 1	9th And A Streets, NE, Washington, District Of		
Park	Columbia	0.07	\$
	Kentucky And Independence Avenue, SE,		
Park	Washington, District Of Columbia	0.12	\$
	Massachusetts Avenue And A Street, SE,		
Park	Washington, District Of Columbia	0.35	\$
	North Carolina Avenue And A Street, NE,		
Park	Washington, District Of Columbia	0.38	\$
	South Carolina Avenue And 13th Street, SE,		
Park	Washington, District Of Columbia	0.43	\$
Dark	12th And V Ct NE W. 1		
Park	12th And K St NE, Washington, District Of Columbia	0.06	\$
Park	8th And K St. Washington District Of California	0.00	ć
TUIK	8th And K St, Washington, District Of Columbia	0.03	>

# Base Year Group 2 Spring 2013- Fall 2013

	Massachusetts Ave And H St., Washington, District		
Park	Of Columbia	1.12	\$
	820 South Capitol Street SW, Washington, District		
Randall	Of Columbia	3.76	\$
	635 North Carolina Avenue, Washington, District Of		
Rumsey Aquatic Center	Columbia	1.15	Ś
Sherwood	1000 G St. NE, Washington, District Of Columbia	1.95	Ś
	1001 Virginia Avenue SE, Washington, District Of		7
Virginia Avenue	Columbia	2.61	Ś
Rosedale Recreation Center	17th Street NE And Gales Street NE	3.88	
Park	18th Street And Massachusetts Ave SE	0.70	
Park	6th St SW And I ST SW, Washington, DC 20024	0.25	
	Potomac Ave. And 13th Street, SE, Washington,		
Park	District Of Columbia	0.35	\$
Watkins	420 12th St. SE, Washington, DC 20003	0.10	
Hine	335 8th Street, S.E.	1.00	
ANC Office 6B	921 Penn. Ave., SE	2.00	
Blair Shelter	633 I Street NE	2.00	
House Of Ruth Shelter	651 10th St. NE	2.00	
Henry Daly Building	300 Indiana Ave., NW Suite 2001	1.00	
	1300 H Street NE	0.17	
1st District Sub	500 E Street, SE	1.00	
	1900 Gallaudet St, NE	1.00	
Recorder Of Deeds	515 D Street NW	1.06	
NSID (Narcotics)	1215 3rd Street, NE	3.00	
DC armory	2001 East Capital St., SE	10.00	
Bldg. 9, 8 15 6 13 12		10	
DOH/PSD/DHS	1900 Mass Ave., SE	29.00	\$
Hayes	1005 5th Street, N.E.	1.00	\$
DMV	95 M Street, SW	1.00	\$
Harbor	550 Water St. SW	0.22	
Hine School	310 7th Street SE	0.22	
Robert L. Christian Community			
Library	1300 H St. NE	0.17	\$
	Reservation 722 (I ST SW At N, Wesley Pl And		
Reservation 722	542/82 At E, 542/89 At S, Mackemie Pl At W)	1.37	\$\$
	Reservation 723 (I St SW At N; 3rd St SW At E;		
Reservation 723	542/87 At S; Wesley PI SW At W)	1.50	\$
	Reservation 484 (Sw Frwy At N; S Capitol St And		
	644/810 On E; I St Sw And 643/801 At S; H St Sw On		
Reservation 484	West)	0.03	\$
	Reservation 17a (Canal St, Se:1st And Nj Ave At W;		
Reservation 17a	2nd St At E) 125 Canal St. Se	0.07	\$
	Reservation 245 (Half St Sw At W;Q St At N;	- H 5 - R5	
Reservation 245	Potomac Ave Sw At S And E)	0.07	\$

# Option Year Spring 2014-Fall 2014

ROUTINE GROUNDS MAINTENANCE SERVICES (Marchthrough No vember 2014, include 27 mowings)	LOADED LUMP SUM RATE
Group 1	
Group 2	
经保险的 医皮肤 医视觉性 医神经性病	
ADDITIONAL LANDSCAPING	
SERVICES (as needed, on a time	
& material basis)	LOADED HOURLY RATE
Laborer, Grounds Maintenance	
Tractor Operator	
Certified Pesticide Applicator	
	2000年1月2日 - 1000 - 100
MATERIALS AND SUPPLIES	PERCENTAGE MARK-UP FOR MATERIALS AND SUPPLIES REQUIRED FOR SERVICES PERFORMED ON A TIME AND MATERIALS BASIS

PROPERTY	ADDRESS/LOCATION	ACREAGE	UNIT PRICE
Hyde	18th & Perry St NE	1.00	\$
Luke C. Moore	1001 Monroe Street NE	1.50	
Thurgood Marshall	3100 Lincoln Drive NE	5.00	\$
Phelps	704 26th St, NE	5.00	
Shaed	301 Douglas St, NE	1.00	
Browne	850 26th St, NE	5.00	
Spingarn	2500 Benning Rd, NE	7.00	
Bunker Hill	1401 Michigan Ave, NE	1.00	
Burroughs	1820 Monroe St, NE	5.00	
Dunbar	1301New Jersey Ave, NE	3.00	
Langdon	1900 Evart St, NE	1.00	
Wheatley	1299 Neal Street NE	2.00	
Noyes	2725 10th St, NE	1.00	
Emery	1720 1st St, NE	0.50	
Mckinley	151 T St, NE	6.00	
Food Service	3535 V St, NE	0.50	
Webb	1375 Mt. Olive Rd, NE	2.00	
Hamilton Center	1401 Brentwood Pkwy NE	4.00	, C
Penn Center	3rd & R St, NE	0.50	
- Composition	2412 Rand Place NE, Washington, District Of	0.30	7
Arboretum	Columbia	2.39	ė
7 Concean	2311 14th Street NE, Washington, DC 20018,	2.39	\$
Brentwood	Washington, District Of Columbia	1 20	ć
Di cirewood	6th St. & Neal Place NE, Washington, District Of	1.29	\$
Brentwood Park	Columbia	2.10	_
Brentwood Fark		2.10	\$
Dakota Park	South Dakota Ave And 33rd St NE, Washington, District Of Columbia	2.40	
Dakota Faik		2.40	\$
Edgowood	320 Evarts Street NE, Washington, District Of		
Edgewood	Columbia	2.19	\$
Florido Ava Blovenson	Florida Ave NW And 1st St NW, Washington,		
Florida Ave Playground	District Of Columbia	0.81	\$
Fort Lincoln	3100 Fort Lincoln Drive NE, Washington, District Of		
Theodore Hagans Cultural	Columbia	6.00	\$
Center Center	2201 Fort Lincoln Dr. N.F.		
Center	3201 Fort Lincoln Dr. NE	6.00	\$
Harry Thomas	1743 Lincoln Rd. NE, Washington, District Of		
Harry Thomas	Columbia	4.49	\$
loo Colo	1200 Morse Street NE, Washington, District Of		
Joe Cole	Columbia	1.51	\$
Kaana Bari	198 Gallatin St. NE, Washington, District Of		
Keene Park	Columbia	2.72	\$
I I D	2901 20th Street NE, Washington, District Of		
Langdon Park	Columbia	20.00	\$
	Adams And 19th Place NE, Washington, District Of		
Loomis Park	Columbia	2.48	\$
Now York Avery 51	100 N St. NW LV LV		
New York Avenue Playground	100 N St. NW, Washington, District Of Columbia	2.33	\$
No. al. Ad. I.	1333 Emerson Street NE, Washington, District Of		
North Michigan Park	Columbia	2.14	\$
N D. I	10th And Franklin St NE, Washington, District Of		
Noyes Park	Columbia	1.12	\$

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## Option Year Group 1

Spring 2014- Fall 2014

	Phodo Island Ave And II St. ANAL IV.		
Park	Rhode Island Ave. And U St., NW , Washington, District Of Columbia	0.06	ė
	Rhode Island Avenue And Newton Street, NE ,	0.00	\$
Park	Washington, District Of Columbia	0.02	ė.
	South Dakota Ave And Irving Streets, NE ,	0.02	2
Park	Washington, District Of Columbia	0.41	ė
	South Dakota Ave, And Franklin Street, NE,	0.41	7
Park	Washington, District Of Columbia	0.14	
T GTK	Adams Street And 18th St. NE, Washington, District	0.14	\$
Park	Of Columbia	0.04	
Tark	Rhode Island Avenue And V Street, NE ,	0.04	\$
Park		0.00	_
Fair	Washington, District Of Columbia	0.06	\$
Park	Rhode Island Avenue And W Street, NE ,		
raik	Washington, District Of Columbia	0.49	\$
Toft/Duight Massly	18th & Perry Sts. NE, Washington, District Of		
Taft/Dwight Mosely	Columbia	4.81	\$
Tuinided	1310 Childress Street NE, Washington, District Of		
Trinidad	Columbia	5.27	\$
	1150 Michigan Avenue NE, Washington, District Of		
Turkey Thicket	Columbia	7.28	
Farragut	414 Farragut ST NE	7.00	
DDOT	1735 15th Street NE	2.34	
DPW	1725 15th St., NE	2.00	7
Washington, MM	27 O Street, N.W.	0.50	
Young	26th & Benning Rd., NE	1.00	
DDOT	1403 W Street NE	0.04	\$
The Crummell School Lot	1900 Gallaudet St. NE	0.04	\$
SWAMA	1241 W St., NE	3.00	\$
Tree Division	1241 W St., NE	2.00	\$
Cook, JF	30 P Street, N.E.	0.50	\$
5th District	1805 Bladensburg Road, NE	2.00	\$
Crummel	Gallaudet & Kendall Streets, N.E.	1.00	\$
Youth Division	1700 Rhode Island Ave., NE	1.50	\$
Langston- Slater	45 P Street, N.W.	0.50	\$
Slowe - Portion	1401 Jackson Street, N.E.	2.00	\$
Fleet Service	2175 West Virginia Ave., NE	1.00	\$
	1626 North Capitol St, NW	0.11	\$
Library	2600 Benning Road, NE	0.25	\$
Shelter	1355 New York Ave NE	0.50	\$
Cochroan Shelter	1861 Corcoran St NE	0.20	\$
Animal Shelter	1201 NY Ave NE	1.50	\$
Library	135 NY Ave N.W	0.25	\$
Youth Services Center	1000 Mt Olivet Rd, NE, WDC, 20002	2.50	\$
Exodus	1860 Kendall Street, NE, WDC, 20002	0.02	\$
5th Street Terminal	2115 5th Street NE	10.35	\$
New York Avenue Terminal	1345 New York Ave. NE	0.04	
BET Building	1899 9th Street NE	0.50	
Andrus House	2635 18th Street NE	10.80	
Pleasant House	2501 18th Street NE	6.00	
House of Togetherness	1835 Evarts St. NE	6.00	
Langley ES	101 T Street, NE	1.00	
Vacant Property	18th & Douglass St. NE	0.25	

PROPERTY	ADDRESS/LOCATION	ACREAGE	UNIT RATE
Ludlow Taylor	659 G St, NE	1.00	\$
Goding/Prospect	920 F St, NE	0.50	\$
Watkins	420 12th St, SE	1.00	\$
Peabody	425 C St, NE	0.50	\$
Elliot-Hine	1830 Constitution Ave, NE	5.00	\$
Eastern	1700 E . Capitol St, NE	7.00	\$
Gibbs	500 19th Street NE	1.00	\$
Logan	3rd & G St, NE	1.00	
Miner	605 15th St, NE	3.00	\$
Stuart Hobson	410 E St, NE	1.00	\$
Maury	1250 Constitution Ave, NE	2.00	
Payne	305 15th St, NE	1.00	
Van Ness	1150 5th St, SE	1.00	
Brent	330 3rd St, SE	0.50	
Wilson, JO	600 K St, NE	4.00	
J.O Wilson	600 K St NE	2.00	
Health Dept - Mental Health Svcs			
Div	35 K Street NE	0.20	\$
Dennis Dolinger Memorial Park	15th And G Streets, Washington, District Of	4	
(Potomac Ave.)	Columbia	0.02	Ś
Eastern Branch Boy And Girls	261 17th St SE, Washington, District Of Columbia	0.22	\$
Garfield Park	F And 2nd St. SE, Washington, District Of Columbia	6.91	\$
Joy Evans	555 L Street SE, Washington, District Of Columbia	0.79	\$
King - Greenleaf	201 N Street SW, Washington, District Of Columbia	4.49	\$
	Delaware Ave SW And K St , Washington, District Of		
Langsburg Park	Columbia	3.00	\$
	E Street And 12th Street NE, Washington, District		
Lovejoy Park	Of Columbia	1.10	\$
	15th Street And Kentucky Ave SE, Washington,		
Park	District Of Columbia	0.09	\$
	16th And G Streets, SE, Washington, District Of		
Park	Columbia	0.21	\$
	16th Street And Kentucky Ave SE, Washington,		
Park	District Of Columbia	0.08	\$
	17th And E Streets, SE, Washington, District Of		
Park	Columbia	0.57	\$
	Potomac Ave. And E Street, SE, Washington,	5.57	T
Park	District Of Columbia	0.35	Ś
	South Carolina Avenue And C Street, SE,	0.55	T
Park	Washington, District Of Columbia	0.13	\$

	Independence Ave And 7th St SE, Washington,		
Park	District Of Columbia	0.25	s s
	I St. SW And 3rd St. SW, Washington, District Of		
Park	Columbia	0.46	s
	North Carolina Avenue And E Street, SE,		
Park	Washington, District Of Columbia	0.05	SS
	Potomac Ave. And K Street, SE, Washington,		
Park	District Of Columbia	0.36	sis
	13th Street And Kentucky Ave, Washington, District		
Park	Of Columbia	0.01	Ś
	13th Street And Tennessee Ave, Washington,		
Park	District Of Columbia	0.26	Ś
	1400 Constitution Avenue, NE, Washington, District	0.20	
Park	Of Columbia	0.01	Ś
	14th And D St, NE, Washington, District Of		
Park	Columbia	0.23	s
	14th And E St, NE, Washington, District Of	0.20	
Park	Columbia	0.17	\$
	14th Street And Independence Avenue, SE,	0.17	<u> </u>
Park	Washington, District Of Columbia	0.21	¢
	15th St, And F Street, NE, Washington, District Of	0.21	7
Park	Columbia	0.03	¢
	15th Street And North Carolina Avenue,	0.03	7
Park	Washington, District Of Columbia	0.25	¢
	15th Street And South Carolina Avenue, SE,	0.23	7
Park	Washington, District Of Columbia	0.46	ė
	17th And C Streets, SE, Washington, District Of	0.40	7
Park	Columbia	0.63	ė
	222 Kentucky Ave, Washington, District Of	0.03	7
Park	Columbia	0.03	¢
	8th Street And Constitution Avenue, NE,	0.03	\ \
Park	Washington, District Of Columbia	0.33	¢
	9th And A Streets, NE, Washington, District Of	0.55	7
Park	Columbia	0.07	¢
	Kentucky And Independence Avenue, SE,	0.07	7
Park	Washington, District Of Columbia	0.12	¢
	Massachusetts Avenue And A Street, SE,	0.12	7
Park	Washington, District Of Columbia	0.35	¢
	North Carolina Avenue And A Street, NE,	0.55	Y
Park	Washington, District Of Columbia	0.38	¢
	South Carolina Avenue And 13th Street, SE,	0.50	7
Park	Washington, District Of Columbia	0.43	\$
Park	12th And K St NE, Washington, District Of Columbia	0.06	s
		5.50	
Park	8th And K St, Washington, District Of Columbia	0.03	\$

	Massachusetts Ave And H St., Washington, District		
Park	Of Columbia	1.12	S
	820 South Capitol Street SW, Washington, District		Y
Randall	Of Columbia	3.76	Ś
	635 North Carolina Avenue, Washington, District Of		
Rumsey Aquatic Center	Columbia	1.15	\$
Sherwood	1000 G St. NE, Washington, District Of Columbia	1.95	Ś
	1001 Virginia Avenue SE, Washington, District Of		
Virginia Avenue	Columbia	2.61	Ś
Rosedale Recreation Center	17th Street NE And Gales Street NE	3.88	
Park	18th Street And Massachusetts Ave SE	0.70	
Park	6th St SW And I ST SW, Washington, DC 20024	0.25	
	Potomac Ave. And 13th Street, SE, Washington,		
Park	District Of Columbia	0.35	s
Watkins	420 12th St. SE, Washington, DC 20003	0.10	
Hine	335 8th Street, S.E.	1.00	
ANC Office 6B	921 Penn. Ave., SE	2.00	
Blair Shelter	633 I Street NE	2.00	
House Of Ruth Shelter	651 10th St. NE	2.00	
Henry Daly Building	300 Indiana Ave., NW Suite 2001	1.00	
,,	1300 H Street NE	0.17	
1st District Sub	500 E Street, SE	1.00	
130 2130 100 303	1900 Gallaudet St, NE		
Recorder Of Deeds	515 D Street NW	1.00	
NSID (Narcotics)	1215 3rd Street, NE	1.06 3.00	
DC armory	2001 East Capital St., SE		
Bldg. 9, 8 15 6 13 12	2001 East Capital St., SE	10.00	\$
DOH/PSD/DHS	1900 Mass Ave., SE	20.00	<u></u>
Hayes	1005 5th Street, N.E.	29.00	
DMV	95 M Street, SW	1.00	
Harbor	550 Water St. SW	1.00	
Hine School		0.22	
Robert L. Christian Community	310 7th Street SE	0.22	\$
Library	1300 H Ct NF		_
Library	1300 H St. NE	0.17	\$
Reservation 722	Reservation 722 (I ST SW At N, Wesley PI And		
Neservation 722	542/82 At E, 542/89 At S, Mackemie PI At W)	1.37	\$
Reservation 723	Reservation 723 (I St SW At N; 3rd St SW At E;		
reservation 723	542/87 At S; Wesley PI SW At W)	1.50	\$
	Reservation 484 (Sw Frwy At N; S Capitol St And		
Docomustion 494	644/810 On E; I St Sw And 643/801 At S; H St Sw On		
Reservation 484	West)	0.03	\$
Posamuation 17-	Reservation 17a (Canal St, Se:1st And Nj Ave At W;		
Reservation 17a	2nd St At E) 125 Canal St. Se	0.07	\$
Decemention 245	Reservation 245 (Half St Sw At W;Q St At N;		
Reservation 245	Potomac Ave Sw At S And E)	0.07	\$

Reservation 128 - Boathouse	Reservation 128 (12th St Se At W; M St Se At S;			
Row	Virginia Ave Se At N And E)	0.01	\$	
Boathouse Row	1300 To 1900 Water St. Se	0.06	\$	
Land lease - DEVELOPER	1319 New Jersey Avenue, NW (NEW JERSEY AVE)	1.24	\$	
	MT CARMEL (NW Corner of 2nd and H, and the NW			
SPECTRUM	corner of 3rd and I)	1.00	\$	
Tyler ES	1001 G Street, SE	0.60	\$	
Jefferson	801 7th Street, SW	1.00	\$	
Walker-Jones ES	1125 New Jersey Ave, NW	1.00	\$	
Elliot Ball Field		3.00	\$	
Courtyards	301 C St. NW	0.25	\$	
Kennedy Recreation Center	1407 7th St. NW	2.29	\$	
Duck Pond	6th & I St SW	0.5	\$	

# Attachment B